

Message Text

CONFIDENTIAL

PAGE 01 STATE 219647
ORIGIN A-01

INFO OCT-01 EUR-12 ISO-00 NSCE-00 USSS-00 ICAE-00
CPR-02 SS-15 OPR-02 SSO-00 SY-05 OC-06 CCO-00
SVC-00 /044 R

DRAFTED BY A/O:HCRODGERS:KH
APPROVED BY A:JMTTHOMAS
WH: RTORRICELLI
USSS: GHIDDELL (DRAFT)
ICA: HICELAND
EUR/EX: DLEIDEL
S/CPR: EJDABELLE
S/S:JPERRY
M:MGINSBERG
-

DESIRED DISTRIBUTION
NSCE

-----010570 292307Z /75
O 292222Z AUG 78 ZFF4
FM SECSTATE WASHDC
TO AMEMBASSY ROME NIACT IMMEDIATE

C O N F I D E N T I A L STATE 219647

E.O. 11652: GDS

TAGS: V,P (MONDALE, WALTER)

SUBJ: ADMIN SUPPORT FOR VISIT OF THE VICE PRESIDENT,
PAPAL INAUGURAL CEREMONY, THE VATICAN /

ROME FOR MIKE MURRAY AND MIKE ENDICOTT

1. ACCOMMODATION REQUIREMENTS:

REQUEST CONFIRMATION THAT RESERVATIONS HAVE BEEN MADE
CONFIDENTIAL

CONFIDENTIAL

PAGE 02 STATE 219647

AT EXCELSIOR HOTEL FOR SUNDAY NIGHT, SEPTEMBER 3, AS
FOLLOWS:

(ONE) TWO BEDROOM SUITE FOR VICE PRESIDENT AND MRS. MONDALE
AND SON, WILLIAM, WITH ATTACHED MEETING AREA APPROPRIATE
FOR THE VICE PRESIDENT TO RECEIVE GUESTS. PREFERRED
LOCATION IS AT THE END OF HALLWAY.

SEVENTEEN STAFF ROOMS FOR SINGLE ACCOMMODATION. PREFERRED ARRANGEMENT IS TO HAVE STAFF ROOMS ON SAME FLOOR AS VICE PRESIDENT'S SUITE AND IMMEDIATELY ADJACENT.

ADVANCE SECRET SERVICE AGENT NOW IN ROME WILL ADVISE ROOM REQUIREMENTS FOR ALL USSS AGENTS.

TWENTY SINGLE ROOMS FOR OFFICIAL GUESTS OF THE VICE PRESIDENT. ALL GUEST ROOMS ARE TO BE LOCATED ON A SEPARATE FLOOR FROM THE VICE PRESIDENT. ALL ROOMS MUST BE SINGLE ACCOMMODATION. AN ADDITIONAL STAFF ROOM SHOULD BE RESERVED ADJACENT TO GUEST ROOMS.

2. OFFICES FOR VISIT:

IN ADDITION TO THE ROOMS REQUESTED ABOVE, THE FOLLOWING WORKING OFFICES WILL BE REQUIRED. NONE OF THESE ROOMS SHOULD BE ADJACENT TO THE VICE PRESIDENT'S SUITE. A TOTAL OF FOUR OFFICES, HOWEVER, WILL BE NEEDED ON THE SAME FLOOR AS THE VICE PRESIDENT AND STAFF ROOMS. THESE INCLUDE AN NSC ROOM, A STAFF OFFICE, A SECRET SERVICE OFFICE AND A SUPPORT STAFF OFFICE. THE NSC AND STAFF OFFICES SHOULD BE ADJACENT.

3. ADDITIONAL ACCOMMODATION CONSIDERATIONS:
CONFIDENTIAL

CONFIDENTIAL

PAGE 03 STATE 219647

ADVANCE PARTY WILL FINALIZE ALL ROOM ASSIGNMENTS UPON ARRIVAL. MEMBERS OF PARTY ARE TO BE PRE-REGISTERED WITH KEYS IN DOOR. NO FLOWERS, BEVERAGES (INCLUDING COMPLIMENTARY) ARE TO BE PLACED IN ANY ROOM.

4. ADMINISTRATIVE CONSIDERATIONS:

A. ALL USG PERSONNEL AND AVAILABLE RESOURCES ARE TO BE USED IN SUPPORT OF THE VISIT.

B. EVERY EFFORT SHOULD BE MADE TO OBTAIN VEHICLES AND EQUIPMENT TO ADEQUATELY SUPPORT VISIT FROM USG OR HOST GOVERNMENT SOURCES. RENTALS MUST BE KEPT TO AN ABSOLUTE MINIMUM. BUSES SHOULD BE USED TO MOVE SUPPORT PARTY TO AND FROM AIRPORT AND AS PRACTICAL. RENTAL VEHICLES FOR USSS AND WHCA ARE TO BE PAID BY POST AND CHARGED TO ALLOTMENT 2034. OTHER RENTAL VEHICLES ARE TO BE PAID BY POST AND CHARGED TO POST ALLOTMENT.

C. HOTEL EXPENSES:

1. POST SHOULD PAY HOTEL ROOM COSTS FOR VICE PRESIDENT'S STAFF, NSC STAFF, US SECRET SERVICE, WHCA, STATE AND MILITARY AIDES (BUT NOT AIR FORCE II CREW). ROOM COSTS FOR VP PRESS STAFF, IF ANY, SHOULD BE CHARGED TO ICA ALLOTMENT, ICA POSTS SHOULD ADVISE ICA WASHINGTON OF ACTUAL COSTS FOR LATER REIMBURSEMENT.

FOR OTHERS EXCEPT USSS AND WHCA) FISCAL DATA (COPIES OF TRAVEL ORDERS) WILL BE PROVIDED BY THE STATE ADMINISTRATIVE COORDINATOR. ROOM CHARGES FOR USSS AND WHCA WILL BE CHARGED TO ALLOTMENT 2034. THESE BILLS SHOULD BE FORWARDED TO THE DEPARTMENT, OFFICE OF FINANCIAL SERVICES, ATTN: REVENUE AND RECEIPTS
CONFIDENTIAL

CONFIDENTIAL

PAGE 04 STATE 219647

UNIT, UNDER COVER FS 477.

2. CONTROL ROOMS, OFFICES AND EQUIPMENT AND SUPPLIES REQUIRED ARE TO BE CHARGED TO POST ALLOTMENT, WITH EXCEPTION THAT OFFICE CHARGES FOR USSS AND WHCA ARE CHARGED TO ALLOTMENT 2034.

3. MEMBERS OF ADVANCE PARTY AND PARTY FOR ACTUAL VISIT FOR WHOM POSTS ARE PAYING BASIC ROOM COST PER ITEM C-1 ABOVE WILL BE TRAVELING ON GOVERNMENT TRAVEL ORDERS AND RECEIVING FIFTY PERCENT PER DIEM. HOTELS SHOULD PREPARE SEPARATE BILLS FOR ALL PERSONAL EXPENSES (I.E., MEALS, ROOM SERVICE, LAUNDRY, PHONE CALLS) WHICH WILL BE PAID BY INDIVIDUAL MEMBERS OF PARTY PRIOR TO DEPARTURE.

MEMBERS OF THE AIR FORCE II CREW WILL HANDLE ALL HOTEL COSTS ON THEIR OWN.

5. STATE WILL PAY HOTEL AND BAGGAGE GRATUITIES FOR OFFICIAL PARTY AND SUPPORT STAFF (NOT FOR CREW). HOWEVER, ALL REQUIREMENTS MUST BE CLEARED WITH STATE ADMINISTRATIVE COORDINATOR TRAVELING WITH PARTY.

6. NO INDIVIDUAL OTHER THAN CLARKE RODGERS, THE STATE ADMINISTRATIVE COORDINATOR ACCOMPANYING PARTY, HAS ANY AUTHORITY TO CHARGE OR OBLIGATE STATE DEPARTMENT FUNDS. HE MUST APPROVE ALL EXPENDITURES IN ADVANCE.

D. AMERICAN AND LOCAL OVERTIME, PRINTING, SUPPLIES, ETC., INCIDENT TO THE VISIT IS TO BE
CONFIDENTIAL

CONFIDENTIAL

PAGE 05 STATE 219647

CHARGED TO POST ALLOTMENT.

5. OFFICES, SUPPLIES AND EQUIPMENT FOR ACTUAL VISIT:

A. ALL OFFICE REQUIREMENTS WILL BE FINALIZED BY THE ADVANCE TEAM.

B. AS NOTED ABOVE FOUR WORKING OFFICES WILL BE LOCATED ON SAME FLOOR AS SUITE, INCLUDING SECRET

SERVICE COMMAND POST, VP STAFF OFFICE, NSC OFFICE, AND SUPPORT STAFF OFFICE. THESE SHOULD NOT BE ADJACENT TO SUITE.

C. VP STAFF OFFICE SHOULD INCLUDE EXTENSION TELEPHONE LINES (TO BE ARRANGED BY WHCA), TWO DESKS, ONE IBM SELECTRIC TYPEWRITER, OFFICE SUPPLIES AND COPYING FACILITIES.

D. NSC OFFICE (ADJACENT TO VP STAFF OFFICE) SHOULD INCLUDE EXTENSION TELEPHONE LINES, TWO DESKS, ONE IBM SELECTRIC TYPEWRITER, OFFICE SUPPLIES AND COPYING FACILITIES.

E. SUPPORT STAFF OFFICE (ADJACENT TO NSC OFFICE) SHOULD INCLUDE EXTENSION TELEPHONE LINES, TWO DESKS TWO IBM SELECTRIC TYPEWRITERS AND STANDS, ONE BEST AVAILABLE COPIER, OFFICE SUPPLIES, FORMS, EMBASSY PHONE BOOKS, DIPLOMATIC LISTS, ETC. OFFICE SHOULD BE STAFFED ON 24 HOUR BASIS BY ONE EMBASSY OFFICER AND ONE TOP SECRET CLEARED SECRETARY. TWENTY FOUR HOUR COURIER SERVICE WILL BE REQUIRED TO LINK THIS OFFICE WITH THE EMBASSY COMMUNICATIONS CENTER.

F. ABOVE OFFICES (C, D, AND E) SHOULD BE CO-CONFIDENTIAL

CONFIDENTIAL

PAGE 06 STATE 219647

LOCATED IN SUCH A WAY AS TO PERMIT 24 HOUR COVERAGE OF THESE OFFICES BY ONE MARINE SECURITY GUARD.

G. AN EMBASSY VISITOR/INFORMATION CENTER SHOULD BE ESTABLISHED ON SEPARATE FLOOR FROM SUITE TO PROVIDE CURRENCY EXCHANGE, SALE OF SUNDRIES,

WRAPPING FACILITIES.

6. BAGGAGE AND LOGISTICS:

A. PLEASE PROVIDE ONE STATION WAGON REQUIRED FOR TRANSPORTING LUGGAGE OF VICE PRESIDENT (LUGGAGE WILL BE ESCORTED BY USSS AND OFF-LOADED FRONT RAMP OF AIRCRAFT.

B. ONE THREE-QUARTER TON OR CARRYALL TYPE VAN UNDER MSG SURVEILLANCE FOR TRANSPORT OF CLASSIFIED MATERIALS. THERE WILL BE AN ESCORT OFFICER FROM THE AIRCRAFT TRAVELING WITH THE CLASSIFIED. SEE SEPTTEL FOR DETAILS ON SECURITY OF CLASSIFIED MATERIALS.

C. ONE CLOSED OR COVERED TWO AND ONE-HALF TON TRUCK WITH HANG-UP FACILITIES FOR REMAINDER OF STAFF, AND TRAVELING PRESS LUGGAGE WITH EMBASSY AMERICAN OR LOCAL EMPLOYEE ESCORT. THERE WILL BE AN ESCORT OFFICER FROM THE PARTY TO ESCORT BAGGAGE.

7. GIFTS AND THANK YOU LETTERS:

A. THE VP PREFERS TO KEEP EXCHANGE OF PERSONAL GIFTS TO THE ABSOLUTE MINIMUM. PLEASE ADVISE IF CONFIDENTIAL

CONFIDENTIAL

PAGE 07 STATE 219647

POSSIBILITY EXISTS THAT PERSONAL GIFTS WILL BE PROFFERED AND BY WHOM.

B. IF NECESSARY, REQUEST EMBOFF BE DESIGNATED HANDLE GIFTS (HOST GOVERNMENT AND PRIVATE INDIVIDUALS) TO VP AND OFFICIAL PARTY. GIFT FORMS AND SPECIFIC DETAILS WILL BE PROVIDED UPON ARRIVAL. FOR SECURITY REASONS, GIFTS, FLOWERS, ETC., SHOULD NOT BE ACCEPTED BY HOTEL PERSONNEL, EMBASSY VISITOR/INFORMATION CENTER, VP SUITE OR AMB RESIDENCE. AN AREA FOR THIS FUNCTION SHOULD BE COORDINATED AND ARRANGED BETWEEN EMBASSY AND USSS ADVANCE.

C. REQUEST EMBOFF PREPARE BRIEF DRAFT THANK YOU LETTERS (FOR VP SIGNATURE) TO SENIOR HOST GOVERNMENT OFFICIALS AND OTHER PRIVATE INDIVIDUALS WHO HAVE PROVIDED SIGNIFICANT ASSISTANCE, HOSPITALITY, ETC. IN CONNECTION WITH VISIT. DRAFT LETTERS SHOULD BE GIVEN TO PENNY MILLER UPON ARRIVAL. LETTERS WILL BE COMPLETED BY VP STAFF SIGNED AND RETURNED TO ADMIN OFFICER PRIOR TO

DEPARTURE.

9. ATTIRE:

REQUEST ADVISE ON PROPER ATTIRE FOR VICE PRESIDENT, STAFF, AND OFFICIAL PARTY AT ALL EVENTS. PLEASE CONTINUE TO ADVISE A DINNERS, MEETINGS, OR OTHER EVENTS ARE ADDED TO THE SCHEDULE.

10. ADVANCE:

LEAD ADVANCE OFFICER, MIKE MURRAY, SPEAKS FOR VICE PRESIDENT, WILL COORDINATE WITH AMBASSADOR AND VISIT CONTROL OFFICER, AND WILL HAVE FINAL CONFIDENTIAL

CONFIDENTIAL

PAGE 08 STATE 219647

AUTHORITY ON ALL SCHEDULING AND OTHER ARRANGEMENTS. LEAD ADVANCE SHOULD HAVE ACCESS TO ALL CONFIDENTIAL ADMINISTRATIVE CABLES. CHRISTOPHER

CONFIDENTIAL

NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 29 aug 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: RELEASED
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment: 25 YEAR REVIEW
Disposition Date: 20 Mar 2014
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978STATE219647
Document Source: CORE
Document Unique ID: 00
Drafter: HCRDGRS:KH
Enclosure: n/a
Executive Order: GS
Errors: N/A
Expiration:
Film Number: D780353-0200
Format: TEL
From: STATE
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t19780811/aaaaajix.tel
Line Count: 301
Litigation Code IDs:
Litigation Codes:
Litigation History:
Locator: TEXT ON-LINE, ON MICROFILM
Message ID: feab1759-c288-dd11-92da-001cc4696bcc
Office: ORIGIN A
Original Classification: CONFIDENTIAL
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 6
Previous Channel Indicators: n/a
Previous Classification: CONFIDENTIAL
Previous Handling Restrictions: n/a
Reference: n/a
Retention: 0
Review Action: RELEASED, APPROVED
Review Content Flags:
Review Date: 20 may 2005
Review Event:
Review Exemptions: n/a
Review Media Identifier:
Review Release Date: n/a
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
SAS ID: 1570008
Secure: OPEN
Status: NATIVE
Subject: ADMIN SUPPORT FOR VISIT OF THE VICE PRESIDENT, PAPAL INAUGURAL CEREMONY, THE VATICAN / ROME FOR MIKE MURRAY AND MIKE ENDICOTT
TAGS: OVIP, VT, US, (MONDALE, WALTER F)
To: ROME
Type: TE
vdkgvwkey: odb://SAS/SAS.dbo.SAS_Docs/feab1759-c288-dd11-92da-001cc4696bcc
Review Markings:
Sheryl P. Walter
Declassified/Released
US Department of State
EO Systematic Review
20 Mar 2014
Markings: Sheryl P. Walter Declassified/Released US Department of State EO Systematic Review 20 Mar 2014